



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
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**TREVOR OZAWA**

*Councilmember – District IV*

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March 20, 2018

Mr. Roy K. Amemiya, Jr., Managing Director  
Managing Director's Office  
530 South King Street, Room 306  
Honolulu, Hawaii 96813

Dear Mr. Amemiya:

Subject: BUDGET COMMUNICATION NO. 7  
Fiscal Year 2019 Budget Briefing Schedule and Calendar

Attached for your information is the amended budget briefing schedule and calendar for Fiscal Year (FY) 2019. Due to the last minute cancellation of all departmental budget briefings and the compressed timeline, the Budget Chair is requesting the following:

1. Twenty (20) copies of each department's presentations in accordance with Budget Communication No. 2.
2. A one page executive summary for each department, succinctly prioritizing budgetary requests.

Please submit one (1) page executive summary no later than Friday, March 23, 2018 due to Monday being a holiday. The executive summary should include priorities for both the Department's Operating and Capital Improvement Budget.

The Administration will make one presentation that will provide the committee an overview of the Mayor's proposed Operating and Capital Improvement Budget. Following the Administration, the Honolulu Authority for Rapid Transportation (HART) will provide an overview of their budget.

Sincerely,

TREVOR OZAWA, Chair  
Committee on Budget

Attachment: Amended Budget Calendar

cc: All City Departments

18 MAR 20 PM 4:30 CITY CLERK

**2018****March****SUNDAY**

25

**MONDAY**

26

**TUESDAY**

27

**WEDNESDAY**

28

**THURSDAY**

01

**FRIDAY**

02

Budgets Due

**SATURDAY**

03

NACo Legislative

04

05

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Conference Washington, D.C. 3/3 - 3/7

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COMMITTEE

COMMITTEE

COMMITTEE

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Prince Jonah Kuhio  
Kalanianaʻole DayBudget Overview  
BriefingCOUNCIL  
(Budget/ 1st Rdg)

Good Friday

01

02

Notes:

**2018****April****SUNDAY****MONDAY****TUESDAY****WEDNESDAY****THURSDAY****FRIDAY****SATURDAY**

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Special CD1  
Budget Meeting

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COMMITTEE

COMMITTEE

COMMITTEE

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COUNCIL  
(Budget/ PH- 2nd  
Rdg)

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01

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07

Notes:

**2018****May****SUNDAY****MONDAY****TUESDAY****WEDNESDAY****THURSDAY****FRIDAY****SATURDAY**

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COMMITTEE

COMMITTEE

COMMITTEE

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COUNCIL

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Special CD2  
Budget Meeting

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COMMITTEE

COMMITTEE

COMMITTEE

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01

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Memorial Day

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04

Notes:

**2018****June****SUNDAY****MONDAY****TUESDAY****WEDNESDAY****THURSDAY****FRIDAY****SATURDAY**

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COUNCIL  
(Budget / 3rd Rdg)

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King Kamehameha I  
Day

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COMMITTEE

COMMITTEE

COMMITTEE

01

02

Notes: